



**Minority and Women's
Business Enterprises Division**

**A division of:
The Indiana Department of
Administration**

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**Have you checked out the
new MWBE website?**

www.in.gov/idoa/mwbe

Committed to Participation

Registration Made Easy!

**IDOA
Business Diversity Series:**

2007

Power Networking Event

10:00 am. – 2:00 p.m.

(Indianapolis time)

*Registration and One on One Coaching
begin at 8:30 a.m.*

**Event Location:
Indiana Government
Center South
Conference Center
1st Floor
Indianapolis, IN 46204**

Register Today!

<http://www.in.gov/confreg/>

The 2007 Power Networking Event

Registration Made Easy!

The Minority and Women's Business Enterprises Division is providing a networking opportunity to connect Casino, University, State Agency Procurement Agents, and Prime Contractors with Minority and Women's Businesses on Thursday, February 8, 2007.

The event workshops will be as follows:

8:30 a.m. – 12:00 p.m.

Registration

8:30 a.m. – 10:00 a.m.

**Executive Branch
Lobbying**

8:30 a.m. – 10:00 a.m.

The Internet Café

10:00 a.m. – 10:50 a.m.

Workshop Session 1

MWBEs

Procurement – Goods and Services

MWBEs

Public Works and SBA Bonding Opportunities - Construction

MWBEs

Indiana Department of Transportation (INDOT)

MWBEs

Success Stories of MBEs and WBEs

MWBEs

The SBA and the Central SBDC Workshop

11:00 a.m. – 11:50 a.m.

Workshop Session 2

MWBEs

All of the above workshops repeated.

Purchasers Only

State Contract Compliance

12:00 p.m. – 2:00 p.m.

Power Networking Event

One on One Coaching:

Executive Branch Lobbying:

Many who sell goods and services to the State are now considered lobbyists under the law and don't know it. Executive Director Jeff Gill will be on hand to answer your specific questions regarding **sales force** responsibilities under this law and assist with online registrations.

The Internet Café:

Companies who land state contracts use the internet. Staff will be available to provide hands on training on how to use sales tools available on the Internet.

Description of Workshops:

MWBE concurrent workshops will be offered twice. The first session will run from 10:00 a.m. – 10:50 a.m. The second session will run from 11:00 a.m. – 11:50 a.m. The **Purchaser and Prime Contractor** workshop will be offered once from 11:00 a.m. – 11:50 a.m.

Doing Business with Procurement:

The Procurement Division will present information about the procurement process including; registering your business to receive email notifications of upcoming procurements, and overview of the solicitation methods; where to locate solicitation opportunities and how to identify key purchasers for your goods or services.

Doing Business with the Indiana Department of Transportation (INDOT):

The Department of Transportation will present information about the INDOT purchasing process including; prequalification requirements; registering your business to receive email notifications of upcoming bids, and overview of the bid process; where to locate bid opportunities, how to identify key purchasers for your goods or services and the Disadvantage Business Enterprise program.

Doing Business with Public Works and SBA Bonding Opportunities:

The Public Works Division will present information about the Public Works purchasing process including; prequalification requirements; an overview of the bid process; where to locate bid opportunities and how to identify key purchasers for your goods or services. A representative from the SBA will also speak about Bonding Programs.

The Small Business Administration and the Central Indiana Small Business Development Center Workshop:

This workshop will tag team two small business assistance organizations and will give insight as to what programs and assistance is available through them.

Success Stories of MBEs and WBEs:

This workshop will enlighten Minority and Women's Businesses on how to be successful in State contracting opportunities. The panelists consist of MBEs and WBEs that have employed winning strategies to do business with the State.

Easy Electronic Registration Directions:

1. Pick your workshops you would like to attend from the list above.
2. Go to the following link: <http://www.in.gov/confreg/>
3. Click on Register for a New Conference.
4. Click on Indiana Department of Administration Minority and Women's Business Enterprises 2007 Power Networking Event. *(This will bring you to the home page for registering for the event.)*
5. Click on **START**.
6. Click on **INDIVIDUAL**. Do not click on pre-payment/Groups. *(This event is free of charge.)*
7. Click on the type of registration for the event. *(Buyers/Sellers-Certified or Non-Certified)*
8. Continue through the registration process until you get to the **SUMMARY PAGE**.
9. At this point, you should see the workshops you signed up for and hit continue to finish the registration.
10. You will notice the next screen says **MAKE PAYMENT**. This event is totally free of charge. But, you must complete the page including your email address or it will not allow you to finish the registration.
11. You absolutely **MUST** include your email address to receive conference materials.
12. You will come to the Information Verification page. Click on Register.
13. At this point, you will be able to view your registration and print out your own schedule for the day. Print it out and click on finish.
14. You will be registered for the event after this final step.

Any questions on registration should be directed to:

Margie Chavez
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